

Organelle City

20 points

Objective

You and a partner are going to create a presentation using Google Docs to review cellular organelles and their functions. You are going to relate the function of the following eight organelles to the function of various buildings/areas of a city. You will then be presenting your “city” to the class.

1. Nucleus
2. Mitochondria
3. Ribosomes
4. Endoplasmic Reticulum
5. Golgi body
6. Vacuole
7. Lysosome
8. Chloroplast

What to Include in your Presentation

You need 9 total slides

- Slide 1
 - Title: **Define the term *ORGANELLES***
 - Subtitle: Your names
- Slides 2-9 (select “2 columns” slide type)
 - Title: Name of organelle
 - Left hand column:
 - Function
 - Explain job of organelle in the cell
 - Building
 - Give the name/type of building and explain how its function relates to the organelle’s function
 - Right hand column:
 - Picture of that organelle
 - Picture of the building you picked to represent that organelle

Grading

- Definition of “Organelles”: 1 point
- Function and Picture of Organelles: 1 point each (8 total points)
- Function and Picture of Buildings: 1 point each (8 total points)
- Overall Presentation (format, spelling, eye contact): 3 points

Using Google Docs

1. Go to google.com
2. Click on Gmail (near top of screen)
3. Type in username and password for this project and click Sign In
 - Username = amosfc#
 - Replace the “#” symbol with the following number assigned to you: _____
 - Password = fortcherry
4. Click on Documents (near top of screen)
5. Click Create New and select Presentation
6. When the new window opens, click File and Rename
 - If it doesn't let you rename it right away, you may have to temporarily allow scripted windows by clicking the yellow bar near the top of your screen and choosing that option. Then try rename once again.
7. Enter both of your names as the new title and click OK
8. Now you and your partner can actually work simultaneously on two different computers to enter the information for your presentation once you each open your file again
9. When you are finished for the time being, be sure to select **Save** and close
10. When you are COMPLETELY FINISHED with your presentation, click “Share” in the upper right-hand corner
 - Under “Add people,” type amos.science@gmail.com
 - Make sure the box next to “Notify people via email” is checked
 - Then click “Share and Save” and “Done”

Inserting pictures

- In a new window, open Google and click on Images
- Search for a picture of each organelle and building
- When you find one you like, left click on it
- Then right click and choose “save picture as”
- Save it to your network drive (be sure to label it so you know what the picture is later)
- Go back to your presentation and click on Insert Image
- Browse your computer for the saved file
- Click OK and your picture should appear in the slide
- Size it as needed